

Undergraduate Council  
 New Course  Course Change  
Core Category: NONE Effective Fall 2009

or

Graduate/Professional Studies Council  
 New Course  Course Change  
Effective Fall     

RECEIVED OCT 22 2008

- Department: HHP College: EDUC
- Person Submitting Form: Dr. Rey Treviño Telephone: x8690
- Course Information on New/Revised course:
  - Instructional Area / Course Number / Long Course Title:  
KIN / 4690 / Internship in Sport Administration
  - Instructional Area / Course Number / Short Course Title (30 characters max.)  
KIN / 4690 / INTERNSHIP IN SPORT ADMINISTRATION
  - SCH: 6.00 Level: SR CIP Code: 31.0504 Lect Hrs: 0 Lab Hrs: 6
- Justification for adding/changing course: To meet professional/accreditation standards
- Was the proposed/revised course previously offered as a special topics course?  Yes  No  
If Yes, please complete:
  - Instructional Area / Course Number / Long Course Title:  
     /      /
  - Content ID:      Start Date (yyyy3):
- Authorized Degree Program(s): B.S. in Kinesiology: Sport Administration
  - Does this course affect major/minor requirements in the College/Department?  Yes  No
  - Does this course affect major/minor requirements in other Colleges/Departments?  Yes  No
  - Are special fees attached to this course?  Yes  No
  - Can the course be repeated for credit?  Yes  No
- Grade Option: Letter (A, B, C...) Instruction Type: practicum (Note: Lect/Lab info. must match item 3, above.)
- If this form involves a change to an existing course, please obtain the following information from the course inventory: Instructional Area / Course Number / Long Course Title  
     /      /     
  - Start Date (yyyy3):      Content I.D.:
- Proposed Catalog Description: (If there are no prerequisites, type in "none".) Consent  
Cr: 6. (0-6). Prerequisites: Permission of Sport Administration internship coordinator and s Senior status  
Description (30 words max.): Supervised internship with community, interscholastic, intercollegiate, AS  
amateur, or professional sport industry organizations. This field experience is supervised by a university faculty member with support from sport industry agency personnel.
- Dean's Signature: [Redacted] Date: 10/21/08  
Print/Type Name: J. HAWKINS, ASSOC DEAN

Term  
Time

KIN 4690 & 4691 – Internship in Sport Adm  
SYLLABUS

**UC 9911 08F**

**Page 2 of 4**

University of Houston  College of Education

# COLLABORATION FOR LEARNING & LEADING

DAY/TIME:  
PROFESSOR:  
OFFICE  
LOCATION:  
OFFICE  
HOURS:  
CREDITS:        6 & 6 hours

LOCATION:  
EMAIL ADDRESS:  
PHONE NUMBER:  
  
FAX NUMBER:

## **Course Description**

A minimum of fourteen weeks of supervised full-time internship experience in either the profit or non-profit sector of sport management. Students shall be placed in a sport organization within a defined sport industry segment relative to their career goals and interests. Prerequisites include: consultation with Sport Administration academic advisor, approval of the Sport Administration internship coordinator, cumulative GPA of a least 2.30, declared Kinesiology: Sport Administration as the major course of study, and in the final semester of school.

## **Course Overview**

The Sport Administration Internship Coordinator is responsible for advising and directing interns into positions within a wide variety of sport industry segments including but not limited to: professional sport organizations, national sport governing bodies, intercollegiate athletic departments, collegiate associations and conferences, sport marketing and promotion agencies, sport federations and commissions, facility and event management companies, regional and national sport events, or with various other sport organizations. Each internship is an intensive on-the-job learning experience with a sport organization that is arranged for a minimum of 600 hours over the semester.

## **Course Requirements**

1. 600 hours of work experience with the internship organization.
2. Department and supervisor information sheet and directions to the organization.
3. Weekly logs of hours and experiences.
4. Midterm and final evaluations of the student by the supervisor.
5. Organization and supervisor evaluations by the student.
6. Internship portfolio.
7. Internship presentation.
8. Site visit by coordinator.

Term  
Time

KIN 4690 & 4691 – Internship in Sport Adm.  
SYLLABUS

**UC 9911 08F**  
**Page 3 of 4**

### Course Objectives

After completing the internship, the student will be able:

1. To gain a comprehensive understanding of the roles and responsibilities of the management functions of a sport organization including the basic managerial functions of planning, organizing, controlling, staffing and leading.
2. To gain a practical understanding of legal liability, including federal and state rules and regulations, relating specifically to the operation of a sport organization.
3. To assist members of management with specific long-term strategic projects relative to their internship placement.
4. To gain a practical understanding related to office management and scheduling of employees as related to a sport organization.
5. To develop a deeper experiential understanding of the concepts, theories and tools of management as applied in a specific sport organization.
6. To be able to critically examine the application of ethical and socially responsible management as practiced in a specific sport organization.
7. To understand how management of a sport organization might deal with socio-economic, gender, ethnicity, race, and disability as factors within an operating environment.
8. To develop a personal/professional philosophy related to the areas of organizational behavior and strategic management.
9. To gain an overall exposure to all aspects of a given sport organization and industry segment including career options in the field.

### Evaluation:

	4690	4691
Information & Directions		5%
Hours	25%	
Log Sheets	25%	
Midterm Evaluation	25%	
Final Evaluation	25%	
Organization Evaluation		10%
Supervisor Evaluation		10%
Portfolio		30%
Presentation		30%
Visit		15%

### Grading Scale

A = 94 – 100	B+ = 88 – 89	C+ = 78 – 79	D = 60 – 69
A- = 90 – 93	B = 84 – 87	C = 74 – 77	F = 0 – 59
	B- = 80 – 83	C- = 70 – 73	

Term  
Time

KIN 4690 & 4691 – Internship in Sport Admini  
SYLLABUS

**UC 9911 08F**  
**Page 4 of 4**

### **Policy for Late or Missing Work**

Students are expected to have all assignments completed on the announced dates and times. NO LATE ASSIGNMENTS WILL BE ACCEPTED.

### **Students with Disabilities**

The Center for Students with Disabilities provides academic support services for all UH students who have any type of health impairment, learning disability, physical disability, or psychiatric disorder. Individuals wishing to find out more about these services should contact CSD in Room 305 of the Student Service Center (or call 743-5400/voice 749-1527/TDD). Students requesting reasonable and necessary accommodations for this course (including testing modifications) should contact the instructor as soon as possible (but prior to a deadline).

### **Academic Honesty**

Students are expected to abide by the university's academic honesty policy in all matters concerning this course. (<http://www.uh.edu/dos/hdbk/acad/achonpol.html>). In particular, plagiarism, "Representing as one's own work the work of another without acknowledging the source," whether intentional or unintentional, will not be tolerated. Academic dishonesty on any assignment will result in a zero grade for that assignment or for the course depending on the severity of the infraction.

### **Course Communications**

By University of Houston policy all students must have activated their campus e-mail address. Course communications may be done either through WebCT or through the PeopleSoft roster. Checking either source daily will ensure the student does not miss necessary information not given during class time. Students may also contact the instructor using their personal e-mail address. Please provide a salutation and your name with every communication.